

Memo

To: Board of Selectmen
From: William G. Keegan, Jr., Town Administrator
CC: Assistant Town Administrator, Director of Finance
Date: November 15, 2012
Re: Town Administrator's Report

It's been very, very busy as of late and I almost forgot to pull this report together before tomorrow night. That day off on Monday completely threw me off.

Last week's Department Head Meeting was jam packed with a lot of new things that I thought that I would share with you this evening. This is just a sampling of the items that we talked about.

- **Erin Perron, Endicott Estate Director**— is working on a multi-media marketing campaign for the Estate. She talked about New England Horticultural Fair which will be a three day event planned for June of 2013. Erin thanked Civic Pride for helping with the landscaping around the Estate. The second floor portico railings were damaged during Hurricane Sandy and Facilities Management is assisting with the repairs. There has been a noticeable increase in bookings for the Estate so far. For example Saturday bookings which usually command the highest fees in 2010 (18) in 2011 (19) in 2012 (23) and already booked for 2013 (23).
- **Bill Aitken, Veteran's Agent**— Bill will be attending a 9 a.m. Veteran's Service at St. Mary's on November 11th. He will then attend the dedication of the new handicapped lift at the VFW following the Mass. Bill is attending a Wounded Warriors event on December 2nd. He is coordinating Dedham's participation in Wreaths Across America which is being held on December 15th. Bill is attending a Pearl Harbor event on December 7th and he expressed thanks to Donna Bowse, Acting Treasurer for working with him and the Massachusetts Department of Veterans Services for coordinating all of the State's reimbursements.

- **Cathy Cardinale** , Director of Public Health– The Department held a Flu Clinic on November 7th and despite the early wintery weather they had about 200 people attend. Cathy thanked the school department for their assistance as the clinic was held at the Dedham Middle School. Cathy announced that Buca di Peppo Restaurant is closed and that Harrow's Chicken Pot Pies is opening on Route 1 very soon.
- **Rich McCarthy, Planning Director** –reported that Westwood Station is now referred to as University Station. There is a presentation scheduled on the Community Preservation Act on December 10th at Town Hall, more details to come. The newly planned self-storage facility is moving along on Providence Highway.
- **Cindy O'Connell, Conservation Agent** –There is a new field hockey field under construction at Northeastern. Parks Department is talking with Northeastern to see a partnership can be established.
- **Ginny LeClair, Environmental Coordinator** – November 14th is the Next Step Living Event at the Library at 7 p.m. November 15th is America Recycles Day (she is working with schools for an event on the 15th); recycle calendar updates are planned.
- **Maryann Tricarico, Library Director** – talked about training that she is performing with her staff. She gratefully talked about the donations that DLIT has made for new technology at the libraries.
- **Leon Scott, GIS Manager**– GIS update of system is underway and Leon will be providing assistance to Town for EOC operations during future weather incidents/storms.
- **John Duffy, Principal Assessor** – John and his staff are finalizing work on values for new growth during the past year and are preparing for the classification hearing on December 6.
- **Paul Munchbach, Town Clerk** - Thanked everyone for another successful Election Day event. He gave a special thanks to the school department (great communication and thank you to June for agreeing to schedule a professional development day so schools would be closed). Paul described it as a smooth day despite the heavy volume of voters (thank you to Taissir for great communication) and thank you to Bob Stanley for assisting with posting election results on election night. He and his staff are now preparing for STM. Town Counsel Goldberg is reviewing the proposed codification changes that have been proposed for the new Code Books which will then be presented at the May 2013 ATM.
- **Bob Stanley, Parks and Recreation Director** – Dedham Day finally held on 10/28 but attendance was down due to arrival of Hurricane Sandy. The storm caused some damage to the trails at the Dolan Center (trees down). Winter recreation programs begin the week of November 12th. This past fall the Recreation Department added several new programs (Flag Football, a youth soccer program for ages that are not covered in Dedham Youth Soccer). The new Recreation Program Director is working with the Youth Commission

and the COA on several new programs for youth and seniors. The Town Administrator thanked Bob for his assistance in helping in the EOC during Hurricane Sandy.

- **Laura Leventhal, COA Director** – The 2nd Annual Arts Show at Endicott Estate was held on 11/7. Laura thanked Whole Foods, Bob Stanley and Erin Perron for their assistance with this event. Laura attended an interesting presentation on hoarding sponsored by the DA's office (no real solution-this is a challenge that takes time to resolve-may need a Task Force) (Cathy Cardinale said many towns have Task Forces; she will work with Laura); Tax Work Off year end is November and begins anew in December; seniors were able to meet all of their hourly requirements. All Departments should send emails to Liz Hodgdon if requesting senior services through the Work Off program. Laura announced that there is an Apple Pie Social coming soon!
- **Rob Blaney, Youth Director** – Announced that programs at schools going strong. They have 30 high school student volunteers assisting children at Oakdale and Avery Schools with their homework. The College bound program going well. Rob and his staff are working on a new program with the Dedham Housing Authority at Veterans Road. On November 14th Youth Services is taking Middle School students to You Lead program. Rob announced he will be moving soon to Dedham! On November 29th Rob will co-host the Food Pantry Telethon; On December 2nd the Rocking the Stocking event; on December 7th there is a dance planned at Dedham Middle School (a fundraiser for winter coats); and on December 9th he will working on the Toys for Tots Campaign.
- Special Town Meeting on Monday Night at the Dedham High School starting at 7:00 P.M. If you are an elected Town Meeting Member, your attendance is appreciated.

As I previously indicated, there is a lot going on and this is just a sampling. On a final note I want to wish everyone a very Happy Thanksgiving and to please be safe over this up-coming holiday season!